

## *Minutes – July 14, 2009*

- Board Members in attendance were Ken Travis, Gerald King, Tom Horesh, Missy Horesh, and Gary Moggio. Ray May and Oriol Barenys also were in attendance. Excused were Jack Lameier, Eddie Douglas, Fran McNeil, and Beth Newell.
- **Financial Statement** –
  - Oriol Barenys updated our current financial balance sheet, showing that we have a balance of \$14,263.19 as of June 30, 2009. The summer is an expensive time for the Association, with most of our income being spent on maintenance of the common grounds. Oriol expects our balance at the end of next quarter to remain at approximately \$14,000.
  - Currently invoices from Bonner's Lawn Service are sent to Eddie Douglas for review and approval who then forwards to Oriol Barenys for payment. In order to speed up the process, it was approved for Bonner's to send directly to Oriol for review and payment; the Treasurer is authorized to pay Bonner's invoices for regular maintenance up to the annually yearly budgeted amount.
- **Front Entrance** –
  - Review – the front entrance irrigation system was enhanced by moving the sprinkler heads. Weed control was implemented by Bonner's Lawn and Landscaping; this will enhance the appearance from the street.
  - The sprinkler system backflow valve had issues. Jay McGuire repaired and the system re-inspected at N/C.
  - McGuire's warranty on the front entrance work from last year has expired as of June 18, 2009.
  - Plants were added and the beds mulched by Bonner's Lawn and Landscaping.
  - Review a proposal by Bonner's to replace the ivy in the middle bed. Neither McGuire's nor Bonner's can determine why the ivy on the north side is not growing. Bonner's will do a soil analysis and possible replace soil and/or ivy depending on the soil analysis.
  - Discuss and tabled Phase II and III of the front entrance. At this time no action will be taken to add plants; we will wait until late fall or early spring to spend minimal amount of money on slight enhancements.
  - It was moved that Scott Bonner will assume the maintenance of front entrance – plants and irrigation. One company handling all is a better way of proceeding.
- **Street Signs Update** –
  - The Association will replace the street signs in the very near future. The total cost of the project will be around \$4,500 - \$6,000. A final price will be negotiated and confirmed before the project begins.
  - Ray May has done a fantastic job of collecting and reviewing potential street signs for the subdivision.
  - Three (3) companies have emerged as contenders –
    - Herndon & Merry, Buckley Steel Works, and Southern Iron Works
    - The Board reviewed all specs and prices and Buckley Steel Works is the choice at this time. Not only are they the low bidder \$3,750 but the design they submitted seem to be the best of the three (3) companies.

- We will be asking Buckley to complete a formal drawing of their proposed work and we will pay the \$75 charge as this will be needed for approval by Brentwood Codes.
    - The reason the total cost may be \$4,500-\$6,000 is for some “re-design” features – primarily larger posts. We will not spend more than needed, but we do want a GREAT design for these street signs that should last for many years.
- **Architectural Control Committee** –
  - As per our By-Laws we have established an **Architectural Control Committee**
    - The Architectural Control Committee (ACC) will review landscape changes to common ground, approve or deny homeowner requests, and handle the decorations of the common grounds/front entrance.
    - The ACC will make written recommendations to the Board, and the Board will approve or deny the request.
    - Beth Newell will lead this committee.
      - Current committee members are Sudie Smith, Fran McNeil, Mary Net King, and Jeanie Suttle.
  - Homeowners are asked to refer to the Covenants regarding architectural changes to their property.
    - *Any homeowner desiring to make **any** exterior change, improvement, or addition must obtain approval for the change. All applications will be considered on an individual basis, and all specifications presented for the improvements will be weighed and evaluated, based on the following considerations:*
      - a. The harmony of external design and location in relation to surrounding homes in the community.*
      - b. The recognition of future maintenance problems or expenditures the installation might cause the Association.*
      - d. The purpose of the Committee is not to discourage improvements but to oversee the nature of improvements in order to enhance the value and conform to the overall aesthetic appearance of Willowick subdivision. This is a protection of your investment and quality of life. The Board of Directors and Association members are in favor of improvements and hope that homeowners will desire to personalize their homes.*
  - It was discussed and agreed upon that the Board cannot police the entire neighborhood; it is up to homeowners and neighbors to monitor. If a direct neighbor has an issue with any property, they should submit to the Board a written summary of issues with their neighbor’s property. The ACC will review and bring recommendations on the property to the Board.

**Fall Meeting** -

- The Board recommends a meeting for all families in the fall.
  - It was suggested that we consider **Sept 13 or Oct 25** as there is no Titan’s game those days.
- Fran McNeil has volunteered to again host the meeting.
- A decision on the date and time will be made shortly and posted on the website. *e a member of the Board of Directors, and two or more members of the Association.*

**Election of Board Members** -

- There will be a need for four (4) new members to be elected to the Board in the fall.
  - Rotating off the Board will be Ken Travis, Jack Lameier, and Gary Moggio.  
Additionally, Fran McNeil will leave the Board, but remain active in committee work.
  - If you wish to serve on the Board, please contact Ken Travis at 615-585-3355 or [kenneth.travis@ge.com](mailto:kenneth.travis@ge.com).
- **“Sold” Property** –
    - We have filed a lien for past Association dues; three (3) have been returned. It is doubtful that we can collect any money from the owner.
    - The Association is cutting the front yard of the property in order to attempt to improve the look for the entire neighborhood.
    - **Special thanks** – Sherri Hollars for her help with the filing of the lien.
- **Work in Progress** –
    - **Services Directory** –
      - The Willowick Board will begin work to update a service directory for the subdivision that will be posted on our home page.
      - A person or company listed would have to be nominated by a resident and the resident's name would appear in the listing.
      - Please contact to nominate a person or company, please send an email to Ken Travis ([Kenneth.Travis@ge.com](mailto:Kenneth.Travis@ge.com)) with the needed information.
  - **By Laws Update** –
    - Oriol Barenys provided us with a Word document for quick review.
    - We will continue to discuss the project.

Submitted by Ken Travis

**Willowick Homeowners Association  
Income and Expense (Actual vs. Budget)**

October 2008 through September 2009

|                                  | Oct - Dec 08    |                 | Jan - Mar 09    |                 | Apr - Jun 09  |                 | Jul - Sep 09    |                 | TOTAL            |                  |
|----------------------------------|-----------------|-----------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|------------------|------------------|
|                                  | Actual          | Budget          | Actual          | Budget          | Actual        | Budget          | Actual          | Budget          | Oct '08 - Sep 09 | Budget           |
| <b>Ordinary Income/Expense</b>   |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Income</b>                    |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Dues</b>                      |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Late Fees</b>                 | 15.76           |                 | 15.79           |                 | 31.48         |                 | 0.00            |                 | 63.03            |                  |
| <b>Membership Dues</b>           | 5,670.00        | 5,850.00        | 5,670.00        | 5,850.00        | 5,940.00      | 5,850.00        | 1,710.00        | 5,850.00        | 18,990.00        | 23,400.00        |
| <b>New Member Fee</b>            | 0.00            |                 | 100.00          |                 | 100.00        |                 | 0.00            |                 | 200.00           |                  |
| <b>Total Dues</b>                | 5,685.76        | 5,850.00        | 5,785.79        | 5,850.00        | 6,071.48      | 5,850.00        | 1,710.00        | 5,850.00        | 19,253.03        | 23,400.00        |
| <b>Total Income</b>              | 5,685.76        | 5,850.00        | 5,785.79        | 5,850.00        | 6,071.48      | 5,850.00        | 1,710.00        | 5,850.00        | 19,253.03        | 23,400.00        |
| <b>Expense</b>                   |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Annual Meeting</b>            | 689.99          | 500.00          | 0.00            |                 | 0.00          |                 | 0.00            |                 | 689.99           | 500.00           |
| <b>Grounds Maintenance</b>       |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Entrance Landscaping</b>      | 1,044.00        |                 | 136.50          |                 | 3,528.38      |                 | 0.00            |                 | 4,708.88         |                  |
| <b>Lawn Mowing</b>               | 1,010.20        | 2,000.00        | 0.00            | 500.00          | 1,251.00      | 1,500.00        | 0.00            | 2,500.00        | 2,261.20         | 6,500.00         |
| <b>Misc. Landscaping</b>         | 0.00            | 700.00          | 0.00            |                 | 200.00        | 700.00          | 0.00            |                 | 200.00           | 1,400.00         |
| <b>Other Expenses</b>            | 150.00          | 250.00          | 65.00           | 250.00          | 87.36         | 250.00          | 0.00            | 250.00          | 302.36           | 1,000.00         |
| <b>Total Grounds Maintenance</b> | 2,204.20        | 2,950.00        | 201.50          | 750.00          | 5,066.74      | 2,450.00        | 0.00            | 2,750.00        | 7,472.44         | 8,900.00         |
| <b>Liability Insurance</b>       | 0.00            |                 | 829.00          | 850.00          | 480.00        | 500.00          | 0.00            |                 | 1,309.00         | 1,350.00         |
| <b>Licenses and Permits</b>      | 0.00            | 100.00          | 88.00           | 50.00           | 20.00         |                 | 0.00            |                 | 108.00           | 150.00           |
| <b>Office Supplies</b>           | 0.00            | 50.00           | 29.27           | 50.00           | 0.00          | 50.00           | 0.00            | 50.00           | 29.27            | 200.00           |
| <b>Other Expenses</b>            | 0.00            | 150.00          | 0.00            | 150.00          | 0.00          | 150.00          | 0.00            | 150.00          | 0.00             | 600.00           |
| <b>Postage and Delivery</b>      | 15.96           | 30.00           | 84.00           | 30.00           | 22.16         | 30.00           | 0.00            | 30.00           | 122.12           | 120.00           |
| <b>Printing and Reproduction</b> | 0.00            |                 | 0.00            |                 | 0.00          | 300.00          | 0.00            |                 | 0.00             | 300.00           |
| <b>Utilities</b>                 |                 |                 |                 |                 |               |                 |                 |                 |                  |                  |
| <b>Electric</b>                  | 94.00           | 100.00          | 93.00           | 100.00          | 82.00         | 100.00          | 0.00            | 100.00          | 269.00           | 400.00           |
| <b>Water</b>                     | 124.47          | 100.00          | 38.07           |                 | 97.15         | 100.00          | 0.00            | 100.00          | 259.69           | 300.00           |
| <b>Total Utilities</b>           | 218.47          | 200.00          | 131.07          | 100.00          | 179.15        | 200.00          | 0.00            | 200.00          | 528.69           | 700.00           |
| <b>Total Expense</b>             | 3,128.62        | 3,980.00        | 1,362.84        | 1,980.00        | 5,768.05      | 3,680.00        | 0.00            | 3,180.00        | 10,259.51        | 12,820.00        |
| <b>Net Ordinary Income</b>       | 2,557.14        | 1,870.00        | 4,422.95        | 3,870.00        | 303.43        | 2,170.00        | 1,710.00        | 2,670.00        | 8,993.52         | 10,580.00        |
| <b>Net Income</b>                | <u>2,557.14</u> | <u>1,870.00</u> | <u>4,422.95</u> | <u>3,870.00</u> | <u>303.43</u> | <u>2,170.00</u> | <u>1,710.00</u> | <u>2,670.00</u> | <u>8,993.52</u>  | <u>10,580.00</u> |

07/05/09

**Willowick Homeowners Association**  
**Balance Sheet**  
As of June 30, 2009

|                                       | Sep 30, 04      | Sep 30, 05       | Sep 30, 06       | Sep 30, 07       | Sep 30, 08      | Jun 30, 09       |
|---------------------------------------|-----------------|------------------|------------------|------------------|-----------------|------------------|
| <b>ASSETS</b>                         |                 |                  |                  |                  |                 |                  |
| <b>Current Assets</b>                 |                 |                  |                  |                  |                 |                  |
| <b>Checking/Savings</b>               |                 |                  |                  |                  |                 |                  |
| Bank of America                       | 7,540.48        | 20,085.07        | 33,631.24        | 47,044.61        | 6,582.96        | 13,853.92        |
| <b>Total Checking/Savings</b>         | 7,540.48        | 20,085.07        | 33,631.24        | 47,044.61        | 6,582.96        | 13,853.92        |
| <b>Accounts Receivable</b>            |                 |                  |                  |                  |                 |                  |
| Accounts Receivable                   |                 |                  |                  |                  |                 |                  |
| Entrance Receivable                   | 0.00            | 0.00             | 0.00             | 256.30           | 275.07          | 300.07           |
| General Receivable                    | -129.48         | 1.42             | -450.00          | -271.31          | -428.47         | 19.20            |
| <b>Total Accounts Receivable</b>      | -129.48         | 1.42             | -450.00          | -15.01           | -153.40         | 319.27           |
| <b>Total Accounts Receivable</b>      | -129.48         | 1.42             | -450.00          | -15.01           | -153.40         | 319.27           |
| <b>Other Current Assets</b>           |                 |                  |                  |                  |                 |                  |
| Undeposited Funds                     | 90.00           | 180.00           | 0.00             | 90.00            | 180.00          | 90.00            |
| <b>Total Other Current Assets</b>     | 90.00           | 180.00           | 0.00             | 90.00            | 180.00          | 90.00            |
| <b>Total Current Assets</b>           | 7,501.00        | 20,266.49        | 33,181.24        | 47,119.60        | 6,609.56        | 14,263.19        |
| <b>TOTAL ASSETS</b>                   | <b>7,501.00</b> | <b>20,266.49</b> | <b>33,181.24</b> | <b>47,119.60</b> | <b>6,609.56</b> | <b>14,263.19</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                 |                  |                  |                  |                 |                  |
| <b>Liabilities</b>                    |                 |                  |                  |                  |                 |                  |
| <b>Current Liabilities</b>            |                 |                  |                  |                  |                 |                  |
| Accounts Payable                      |                 |                  |                  |                  |                 |                  |
| Accounts Payable                      | 0.00            | 0.00             | 27.84            | 30.48            | 0.00            | 0.00             |
| <b>Total Accounts Payable</b>         | 0.00            | 0.00             | 27.84            | 30.48            | 0.00            | 0.00             |
| <b>Total Current Liabilities</b>      | 0.00            | 0.00             | 27.84            | 30.48            | 0.00            | 0.00             |
| <b>Total Liabilities</b>              | 0.00            | 0.00             | 27.84            | 30.48            | 0.00            | 0.00             |
| <b>Equity</b>                         |                 |                  |                  |                  |                 |                  |
| Retained Earnings                     | 1,810.65        | 7,501.00         | 20,266.49        | 33,153.40        | 47,089.12       | 6,609.56         |
| Net Income                            | 5,690.35        | 12,765.49        | 12,886.91        | 13,935.72        | -40,479.56      | 7,653.63         |
| <b>Total Equity</b>                   | 7,501.00        | 20,266.49        | 33,153.40        | 47,089.12        | 6,609.56        | 14,263.19        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>7,501.00</b> | <b>20,266.49</b> | <b>33,181.24</b> | <b>47,119.60</b> | <b>6,609.56</b> | <b>14,263.19</b> |